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**SUBJECT: STUDENT FEE ADVISORY BOARD**

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**1.0 PURPOSE**

- 1.1. The primary purpose of the Student Fee Advisory Board (SFAB) is to provide students with direct input into decision making regarding the disposition of general student fees. Course fees and special fees for distinct programs are not included in the scope of the SFAB.
- 1.2. Student involvement is important for the following reasons:
  - 1.2.1. Students should pay fees to support facilities, programs, and/or activities that benefit them. General student fees should not typically be used for programs or services that can be supported by state or auxiliary funds.
  - 1.2.2. Budget information regarding the disposition of general student fees should be easily available for public review.
  - 1.2.3. There should be a process by which new and present general student fees can be evaluated.
- 1.3. The following are the purposes of the SFAB
  - 1.3.1. Review the collection and allocation of general student fees to ensure their appropriate use.
  - 1.3.2. Recommend new general student fees that may be created for additional student purposes.

**2.0 DEFINITIONS**

- 2.1. The SFAB will consist of the following members and act as stewards over general student fees:
  - 2.1.1. Student Body President (Chair), Student Body Vice President, Student Body Officer from the Richfield Campus appointed by the Director of Student Life, Ephraim Campus Elected Student Advocate appointed by Student Body President, College Budget Director, Provost or designee, Vice President for Finance and Administrative Services

**3.0 POLICY**

- 3.1. The SFAB has authority to take the following actions:
  - 3.1.1. Meet during the fall semester to orient board members to this policy and to review the collection and allocation status of current general student fees. The review will include the adequacy of each fee in meeting its defined purpose and status of fund balances. The board members will also identify possible issues that may need to be addressed during the academic year.
  - 3.1.2. Meet during the spring semester to consider and take action regarding new general student fee requests and fee increases. The SFAB will identify the criteria to be used to assess acceptable fee

proposals and publish those criteria. Requests for new general fees or fee increases shall include a clear statement of need and a budgetary plan for using the fees appropriately. Requests are due to the SFAB chair by the second Monday of the Spring Semester. The SFAB chair will provide a copy of these requests to the college president and vice presidents and the Student Executive Council/Legislative Branch for input. Both groups will provide comments on each request for existing fee increases and new student fee proposals and give an un-prioritized list of the requests they support to the SFAB. A favorable vote by the SFAB will move the fee proposal as a recommendation to the College President and Board of Trustees for approval. The recommendations of the SFAB will be due to the President by February 15<sup>th</sup> of each academic year.

- 3.1.3. The SFAB shall be authorized to review and consider general fees assessed to all Snow students. Course fees, special fees for distinct programs, and tuition charges shall not be subject to review by the SFAB.
- 3.1.4. The SFAB may also recommend the reduction or suspension of a general fee using the same process.
- 3.1.5. The chair may call additional meetings of the advisory board as needed.

#### 4.0 POLICY REVISION

- 4.1. Revisions of this policy may be initiated by a 2/3 vote of the SFAB and recommended to the President and Board of Trustees for approval.

#### 5.0 PROPOSED